Acting Assistant Director for Operations

9 April 1954

Chief, Foreign Documents Division

FDD Monthly Progress Report - March 1954

## **ADMINISTRATION**

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1. As of 31 March 1954 the total personnel on duty was



- 2. A typing course for 19 of the division's exploitation personnel was started by the Office of Training and will continue to 7 May.
- 3. A request for reorganization to create Western World Branch and eliminate Western Europe and Mear East/Africa Branches was forwarded to the Acting Deputy Director (Administration) via 00 on 26 March.

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Chief, Specialized Recruiting Branch, Office of Personnel, and field recruiting officer for the Central States area, were briefed on FDD operations and personnel requirements.

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- 5. A snack bar for service, for which FDD initiated the request, was opened on the first floor.
- 6. A Photostat Instant Copier was added to the division's reproduction equipment to supplement the Autostat.

## **OPERATIONS**

- 1. The twenty-first and twenty-second meetings of the Subcommittee on Exploitation of Foreign Language Publications were held on 5 and 22 March, respectively. The examination of the exploitation of scientific and technical publications was continued. The next meeting is scheduled for 2 April 1954.
- 2. The Linguist Consultation Service processed 965 items during the month.
- 3. Seminars designed to outline to FDD personnel the needs and functions of the various divisions of ORR were held each Tuesday through March.

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- 4. Reference to the Consolidated Translation Survey Index prevented 90 cases of duplication totaling 1,755 pages.
  - 5. Special services rendered:

A 45-minute Hungarian film was reviewed for Graphics
Register, OCD at the request of 25X1A

FDD interpreted for an ORR interrogation
of a Russian-speaking 25X1A

6. Commendations:



7. Liaison activities:

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regarding FDD's exploitation of "Krasnaya Zvezda" (Red Star) and other Soviet military publications.

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FDD, conferred with Miss Barbara E. Finke, Biographic Intelligence Division, Office of Libraries and Intelligence Acquisition, State Department, regarding State's use of old

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cussed with Mr. Tims, Division of Research Soviet Union and Satellites, State Department, and his staff, problems of mutual interest.

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gence Center, Dayton, upon request to assist ATIC with translation problems. ATIC personnel continued discussion of the problems later in the month at FDD.

8. Significant reports:

25X1A Notes on current Soviet scientific and engineering periodicals

25X1A Iron and steel industry in the GDR

Special No 8 -- Second report on Java - political, economic, and sociological activities

FDD Translation No 331 -- Iron and steel industry of China FDD Summary No 131 -- GDR heavy-machine building industry

J. J. BAGNALL

Enclosures: 2

Statistical Report on FDD Operations

Details on Personnel Actions